#### PARTNERS IN PREPAREDNESS

Emergency Preparedness Workshops with:

- Nursing Homes
- Assisted Living Facilities
- Homeless Shelters
- Supportive Housing
- ❖Treatment Centers
- Senior Housing
- ❖Mental Health Facilities
- Adult Day Care Centers



Mayor Martin O'Malley

# Building a Partnership

- Build realistic expectations
- Learn from each other
- Address concerns ahead of time
- Coordinate plans
- An emergency is no time to get to know one another

#### Protecting Our Most Vulnerable Citizens

- Disasters have a bigger impact on:
  - Economically disadvantaged
  - □ Elderly & isolated
  - □ Individuals with disabilities
  - Individuals who depend on others for care
- Lessons from Hurricane Katrina

### Our Role

Develop, implement, and test emergency plans for the City

Educate the public about disasters

Coordinate response & recovery in an emergency

## Our Role

Incorporate the needs of your facilities into our plans

Help you plan

Communicate & provide assistance in an emergency

### Your Role

Know your facility's risks

Be ready to act when authorities issue emergency instructions

Prepare to be self-sufficient

## Your Role

Make a plan

Train

Test

Share

# The Planning Process

Assess your facility

Know your risks

Develop your plan

## Assess Your Facility's Preparedness

- Use the Preparedness Checklist to assess your current preparedness status.
  - Does your facility have a supply of food and water for 3 to 5 days?
  - How many residents will need assistance evacuating?
  - Has the facility identified sites to which it could relocate occupants in the event of an evacuation?
  - □ Have you trained your staff on what to do?

## Assess Your Facility's Preparedness

Use the checklist to record important information for inclusion in your plan

Along the way, the checklist will prompt you to think about things that you can do to be more prepared

# Your Emergency Plan

- Address a wide range of emergency scenarios
  - All-Hazards Planning
- Every facility is unique

## Your Emergency Plan

- At a minimum, 7 basic components:
  - 1. Objectives
  - 2. Facility Information
  - 3. Vulnerabilities & Hazards
  - 4. Procedures
  - 5. Assignment of Responsibilities
  - 6. Preparedness
  - 7. Reference Materials

# 1. Objectives

- What must be accomplished?
  - □ Policies
  - □ Priorities

# 2. Facility Information

- Overview of the facility
  - □ Physical plant
  - □ Residents
  - Staffing
  - □ Surroundings

What am I planning for?

- Two components:
  - □ Vulnerabilities: *How can I be hurt?*
  - □ Hazards: What is likely to hurt me?

- What are my facility's vulnerabilities?
  - □ Client/resident needs
  - Building structure
  - Obstacles to suspending service
  - Factors impeding a safe and easy evacuation

- What are the hazards that could threaten my facility?
  - Most likely hazard?
  - Most dangerous hazard?
  - Most prolonged hazard?

- Hazards in Baltimore:
  - Earthquakes
  - □ Extreme Heat & Droughts
  - □ Flooding
  - □ Hazardous Materials Release
  - Hurricanes
  - □ Power Outage
  - □ Tornadoes
  - Winter Weather

Step-by-step how you will execute different functions in an emergency

Blueprint for action

#### CONTINUITY OF ESSENTIAL FUNCTIONS

- What services do you perform which must not be interrupted?
- What resources do you need to perform them?
- What can you do to avoid an interruption?

#### PROTECTIVE ACTIONS

- Government will provide instructions
- Two basic actions:
  - □ Shelter-In place
  - □ Evacuate

#### PROTECTIVE ACTION: SHELTER-IN-PLACE

- Safe to stay in facility
- Have supplies to be self-sufficient:
  - Water (1 gallon per person per day)
  - Non-perishable food
  - Battery-powered radio
  - Flashlight with extra batteries
  - Basic medical supplies
  - Plastic sheeting and duct tape
- Different Hazards may require different reactions
  - Hurricanes: board up windows
  - Hazardous chemicals: turn off air handling system and seal windows

#### PROTECTIVE ACTION: EVACUATION

- Facility no longer safe to stay in
  - When hazard compromises the structural integrity
  - When conditions will be impossible to endure
- Where will you go?
- How will you get there?

#### COMMUNICATIONS & COORDINATION

- External Communications
- Internal Communications
- Plan should be able to answer:
  - How will decisions be made and communicated in an emergency?
  - How will your staff communicate with residents and with their family members?
  - How will you receive information from authorities or request outside assistance?
  - If your primary communications systems fail, what are your backups?

## 5. Roles & Responsibilities

- \* Establish who will do what
- Establish positions and corresponding duties and responsibilities
- Back-ups and emergency personnel
- Staff should know what is expected of them

## 6. Preparedness

- Education & Training
  - □ Staff
  - Residents
  - Communicate that you are serious about preparedness
- Exercises
  - □ Practice, test
  - Don't let it sit on the shelf
- Evaluation & Revision
  - Nothing is perfect the first time

### 7. Reference Materials

- Emergency Contact List & Call-Down Procedure
- List of Contracts, Vendors, and Other Important Outside Entities
- Hazard-Specific Procedures
- Facility & Neighborhood Maps

## Remember ...

Make a plan

Train

Test

Share

### Remember ...

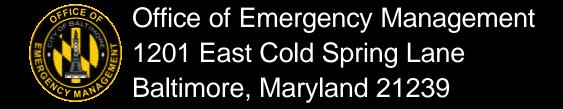
It can happen here ... and it does

Your actions today can save lives in an emergency

Our citizens ... our clients ... our responsibility to prepare TOGETHER

### PARTNERS IN PREPAREDNESS

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Questions

Comments

\*Ideas

Next Steps